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Class. Changed To: <u>SECRET</u>
Auth: <u>MEMORANDUM TO</u>
Date: <u>16/1/78</u>

Assistant Director for Reports and Estimates  
 By Assistant Director for Collection and Dissemination  
 Assistant Director for Operations  
 Executive for Personnel and Administration  
 Chief, Interdepartmental Coordinating and Planning Staff

Reference: Memo from Advisor for Management to Chief, ICAPS, subject: "Development of Personnel Procurement and External Research Programs through Exploitation of American Institutional Possibilities," dated 17 February 1947, copy attached (Inclosures to reference are with original only).

1. Reference memorandum proposes broad policies covering CIG support for:

- a. Research programs to be sponsored and developed by selected universities and research institutes.
- b. Utilization of absentee, part time expert area and subject advisors.
- c. Foreign study programs for selected graduate students taking appropriate graduate degrees from universities.
- d. Periodic foreign study programs for selected CIG research employees.
- e. Work and study programs in Washington in CIG for selected graduate students between periods of graduate studies.
- f. Personnel procurement in connection with above.

2. These policies are approved in principle for implementation, subject to CIG budgetary and operational restrictions which will be considered in initial planning.

3. a. The Assistant Director for Reports and Estimates is delegated the primary responsibility for:

- (1) Basic planning
- (2) Preparation of and establishment of priorities for projects for action by the Projects Review Committee
- (3) Recommending appropriate action toward designation of expert area and subject advisors

b. The Executive for Personnel and Administration will coordinate closely with the Assistant Director for Reports and Estimates, and insure the integration of an adequate professional personnel procurement plan into projects as developed.

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c. Each addressee listed above may submit suggestions to the Assistant Director for Reports and Estimates on the implementation of any or all of the policies and projects listed, and will also provide such requested assistance as his functions and responsibilities may warrant.

4. The Assistant Director for Reports and Estimates will give particular consideration to the dates on which graduate students will complete their studies, either in part or all, to enable GIG to have a firm program established in sufficient time to make preliminary selections and security investigations prior to dates of availability of individuals to be considered for GIG support and/or employment.

5. Basic plan will be submitted by \_\_\_\_\_.

1 Incl.- Reference

Central Records-2  
Exec Registry-1  
Return to ICAPC-1  
Stayback-1  
Chrono-1

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LTS/mc